

~~SECRET~~

*Mr. [redacted]  
"Pls see  
re this  
B/MIM"*

MEMORANDUM

19 January 1948

TO : Chief, Services Branch, CIA  
FROM : Chief, Administration and Services, OSO  
SUBJECT : Storage of Cipher Material

25X1A6a

1. Confirming our telephone conversation this date, it is requested that approximately 200 sq. ft. of storage space be made available to this office for the Communications Division, OSO, in the basement [redacted] This room should contain shelving on the walls and be secured with a vault door and barred windows.

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2. This request is made so that cipher material is not stored in one place, but dispersed so that in the event of an emergency such as fire, etc., all this highly important material would not be destroyed at once.

[redacted]  
Chief, Administration and Services

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